



Clark Atlanta University
Fifth Year Cycle Program and Periodic Reviews 2012-2013

ACADEMIC PROGRAMS and ADMINISTRATIVE and EDUCATIONAL SUPPORT UNITS

TIMELINE FOR REVIEW ACTIVITIES

Timeline	Responsible Department/Party	Scheduled Activities
May 2012	OPAR	<ul style="list-style-type: none"> • Inform selected Academic Programs and Administrative Units of the 2012-2013 Program/Periodic Reviews
June - July 2012	Academic Program Dean Administrative Unit Head	<ul style="list-style-type: none"> • Plan for Academic Program and AES Periodic Review Process
August 2012	OPAR	<ul style="list-style-type: none"> • Periodic Reviews Orientation for: <ul style="list-style-type: none"> • University Effectiveness Committee (UEC) • Academic Programs • Administrative Units
	Academic Program Dean/Administrative Unit Head	<ul style="list-style-type: none"> • Organize Self-Study Teams (Internal)
September 2012	Associate VP Academic Affairs, Academic Program Dean and OPAR	<ul style="list-style-type: none"> • Organize Academic Programs Internal Review Team (IRT)
	Administrative Unit Head and OPAR	<ul style="list-style-type: none"> • Organize Administrative Units Internal Review Team (IRT)
September 2012 thru February 2013	Academic Programs and Administrative Units Self-Study Teams	<ul style="list-style-type: none"> • CONDUCT SELF-STUDY PROCESS (Complete by February 28, 2013) Submit Section 1-4 for UEC Review - October 26th Submit Section 5-12 for UEC Review January 10th

<p>March 2013</p>	<p>Academic Programs and Administrative Units Self-Study Teams</p>	<ul style="list-style-type: none"> • Prepare Self-Study Report • <u>Submit Final Self-Study Report by March 25, 2013 to:</u> <ul style="list-style-type: none"> • Academic Program Dean or Administrative Unit Head • Office of the Provost (Academic Programs) • OPAR (Academic Programs and AES Units)
<p>April 2013</p>	<p>Internal Review Team</p>	<ul style="list-style-type: none"> • Begin Internal Review Process • <u>Submit Final Internal Review Report by April 19, 2013 to:</u> <ul style="list-style-type: none"> • Academic Program Dean or Administrative Unit Head • Office of the Provost (Academic Program) • OPAR (Academic Program and AES Units)
	<p>University Effectiveness Committee (UEC)</p>	<ul style="list-style-type: none"> • Evaluation of Final IRT Reports
<p>May 2013</p>	<p>Academic Programs and Administrative Units</p>	<ul style="list-style-type: none"> • Complete PQEP (Academic Programs) /UQIP (Administrative Units) • <u>Submit Final Plan by May 30, 2013 to:</u> <ul style="list-style-type: none"> • Academic Program Dean or Administrative Unit Head • Office of the Provost (Academic Programs) • OPAR (Academic Programs and AES Units)
<p>August 2013 (Opening Institute)</p>	<p>Academic Programs and Administrative Units Self-Study Teams Internal Review Team</p>	<ul style="list-style-type: none"> • Prepare Presentation and Discussion of: <ul style="list-style-type: none"> • All Reports • PQEP (Academic Programs) • UQIP (Administrative Units) • <i>In Attendance:</i> <ul style="list-style-type: none"> • Provost/VP for Academic Affairs, • Academic Program Dean or Administrative Unit Head • OPAR and UEC